

HERRIMAN CITY PLANNING COMMISSION MEETING MINUTES

Thursday, May 19, 2016 Approved June 2, 2016

6:33:40 PM 6:30 PM - Work Meeting: (Front Conference Room)

Attendance

Planning Commission Members:

Chris Berbert Adam Jacobson Jessica Morton Robyn Shakespear Clint Smith

City Staff: Bryn McCarty, City Planner

Sandra Llewellyn, Planner I

Jonathan Bowers, Assistant City Engineer

Chair Clint Smith revealed that Blayde Hamilton tendered his resignation. He reported the necessity for the city to start the process of obtaining more alternates for the planning commission and encouraged everyone to spread the word. Herriman City will hold a recognition for Blayde Hamilton at the next City Council Meeting on June 8, 2016. Chair Smith noted that he, unfortunately, will be out of town but encouraged commission members to attend in support. Chair Smith then voiced appreciation for Blayde's many years of service to the city and this community. City Planner Bryn McCarty reported that she will post advertisement for the position with a requirement for a small application and interviews with someone from the council.

A brief discussion about upcoming agenda items took place.

lvy House Building Elevations

The building elevations for the Ivy House have not been provided to staff but they will continue to work with the applicant to find out concerns or questions they might have.

Discussion of Upcoming Amendments

City Planner, McCarty provided commission members with an updated text change list and reordered the items based on requests from the commission. She mentioned that the ordinance for chickens might need to be moved up, due to recent calls. Herriman's sign ordinance was being reviewed and worked on. Taylorsville City's sign ordinance was very thorough and being used as a comparison to ours. The city needs something similar for our sign ordinance.

♣ Review of Agenda Items

2.1 Soffe – Phase 3 of Belle Vea. The applicant added more brick to upper levels of the front of the buildings. At the last meeting, the issues that came up were for phasing and alignment of the road. The applicant has

worked with the adjacent developer and community college and came up with a location and alignment for the road. The timeframe for the installation of the road was discussed. A plat map was shown and a discussion took place about different areas and the plans for those areas.

2.2 Lujan – Basement apartment. The home is off of Main Street. The entrance for the rental will be in the main entrance. The tenants are family and the applicant wanted to go through proper procedures for the basement apartment. Separate entrances have not been required in the past but the planning commission felt concerned with the rental entrance being in main entrance of the home, for the future tenant who is not family.

City Planner, Bryn McCarty briefly outlined upcoming agenda items. Commissioner Chris Berbert voiced concern with new townhome owner responsibilities. The townhomes were in the Herriman Town Center. It was Commissioner Berbert's understanding that the HOA is requiring owners to have the responsibility of maintaining roofing and exterior of the buildings. It was concerning especially with implication to adjoining neighbors. The information obtained was disclosed to a potential buyer.

Meeting Adjourned 7:00:26 PM

7:03:52 PM 7:00 PM - Regular Planning Commission Meeting:

Attendance

Planning Commission Members:

Chris Berbert Adam Jacobson Jessica Morton Robyn Shakespear Clint Smith

City Staff: Bryn McCarty, City Planner

Sandra Llewellyn, Planner I Cindy Quick; Deputy Recorder

Jonathan Bowers, Assistant City Engineer

1. General Business:

Welcome

Chair Clint Smith welcomed those in attendance.

1.1 <u>7:04:16 PM</u> Invocation and Pledge

Brett Glassey offered the invocation and JJ Sorensen led us in the pledge.

1.2 7:05:22 PM Roll call:

Full Quorum, Blayde Hamilton, Jeramy Burkinshaw and Wade Thompson absent

1.3 7:05:29 PM Approval of Minutes for: **May 5, 2016**

Commissioner Robyn Shakespear **MOVED** to approve the minutes for May 5, 2016.

Commissioner Jessica Morton **SECONDED** the motion.

The voting was unanimous.

Vote passed. Motion carried.

2. Administrative Items:

Administrative items are reviewed based on standards outlined in the ordinance. Public comment is taken on relevant and credible evidence regarding the applications compliance with the ordinance.

Chair Smith reviewed the public comment policy and procedure.

2.1 <u>7:06:57 PM</u> <u>45C15-01</u> – Soffe – 14199 S 4800 W – Final Master Plan Approval for Phase 3 of Belle Vea – Zone: MU-2 – Acres: 12.27 – Units: 300 (Continued from April 7, 2016)

City Planner, Bryn McCarty oriented the commission with an aerial map, site plan and other images prepared. Preliminary approval was received a few months ago for the 300 condo units and now the applicant is looking for final approval for the last phase. There will be retail on the main floor with residential above. At the last meeting, the phasing of residential and commercial, along with the road alignment was discussed. In regards to the alignment of the road, the applicant has worked through issues and have indicated that they will build the road for the third phase. Slides were shown with an exhibit displaying the corner heights of each building; condition number 13 speaks to that exhibit. A dumpster plan was shown to outline where the garbage cans and dumpsters will be placed throughout the community. The retail elevation was altered, adding extra brick to the front of some of the buildings.

Tim Soffe with Think Architecture, 5151 S 900 E, offered to address any questions the commission may have. The commission thanked Mr. Soffe for providing all of the information that was requested. Mr. Soffe felt that all points were addressed; height at every corner of the building, trash collection and the road alignment. Chair Smith asked Mr. Soffe to confirm that there would not be a problem constructing the road prior to the beginning of the third phase. Mr. Soffe responded affirmatively. In response to Commissioner Adam Jacobson, he reported that the construction of the buildings will happen all at once. Chair Smith thanked Mr. Soffe for the work that has been done.

Commissioner Adam Jacobson requested that the heights of the buildings be adjusted in the conditions to refer to the exhibit. Staff agreed to make those changes.

Commissioner Chris Berbert **MOVED** to approve the item with staff recommendations and modify condition number 13 and refer to heights on the exhibit.

Commissioner Jessica Morton **SECONDED** the motion.

Chair Smith asked for a vote. The vote was as follows:

Commissioner Jessica Morton Yes
Commissioner Robyn Shakespear Yes
Commissioner Chris Berbert Yes
Commissioner Adam Jacobson Yes

Vote passed.

Motion carried.

2.2 <u>7:14:18 PM</u> 22C16 – Lujan – 6343 W 13100 S – Conditional Use for a secondary unit (basement) – Zone: A-.25 – Acres: .23

City Planner, Bryn McCarty oriented the commission with an aerial map, site plan and other images prepared. Basement apartments are conditional use in agricultural zones. Requirements for a basement apartment may include sufficient parking and to maintain the look of a single family home.

Elizabeth Lujan (applicant), 6343 W 13100 S, would like to rent her basement. She reported that right now, there is not a separate entrance for her tenant. She explained that there would be an option to have the entrance in the front doorway; creating a common landing. The applicant would like to convert the basement into a place for family to live and wanted to follow the proper protocol. Ms. Lujan did not have any pictures of the entrance nor a drawn plan show how they will separate the entrance into two.

Commission members were concerned about the second entrance, due to the possibility of renting the space to someone other than family in the future. The commission requested a picture of the entrance and a drawn plan showing how they will separate it for both owner and tenant; commission members felt a separation was important.

Ms. Lujan asked how she should proceed and City Planner McCarty directed her to bring the pictures in to the office or email them in to staff and she could be put on the next agenda, in two weeks.

Commissioner Adam Jacobson **MOVED** to continue the item without date; with a requirement to have the second entrance pictures and diagram of how they are planning to do that.

Commissioner Chris Berbert **SECONDED** the motion.

Chair Smith asked for a vote. The vote was as follows:

Commissioner Jessica Morton Yes
Commissioner Robyn Shakespear Yes
Commissioner Chris Berbert Yes
Commissioner Adam Jacobson Yes

Vote passed. Motion carried.

3. New Items of Subsequent Consideration:

Chair Clint Smith reported that Blayde Hamilton tendered his resignation. He expressed thanks for the many years of service he has provided and further added that he was one of the first members on the commission and was even involved prior to the incorporation of the city. Blayde has brought dedication and insight and has demonstrated how much he truly cares about our community. The City Council will be honoring him at the next council meeting on June 8th. Commissioner Robyn Shakespear echoed Chair Smith's comments and added that he has been a valuable member of the commission and he will be missed.

4. Future Meetings:

- 4.1 Planning Commission Meeting Thursday, June 2, 2016 (a) 7:00 PM
- 4.2 City Council Meeting Wednesday, June 8, 2016 @ 7:00 PM

Chair Smith reported that the council meeting for May 25th has been cancelled due to the council attending ICSC.

5. ADJOURNMENT:

Chair Clint Smith called for a motion to adjourn.

Commissioner Jessica Morton **MOVED** to adjourn the meeting and Commissioner Adam Jacobson **SECONDED** the motion. The voting was unanimous. Motion carried.

The meeting adjourned at 7:23:14 PM.

I, Cindy Quick, Deputy Recorder of Herriman City hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on May 19, 2016. This document constitutes the official minutes for the Herriman City Planning Commission Meeting.

Cindy Quick, CMC Deputy Recorder